

# HOWARD COUNTY MENTAL HEALTH AUTHORITY

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## Board Meeting Minutes February 7, 2017

**BOARD MEMBERS PRESENT:** Aziz (by phone), Brown, Filipczak, Foster, Goodwin, Hull, Liggett-Creel, Liu, Monahan, Mouratidis, Rodgers-Bonaccorsy, Schulmeyer, Schmidt, Seybolt, and Spainbey (by phone).

**BOARD MEMBERS ABSENT:** Paez, Wasser.

**STAFF MEMBERS PRESENT:** Choo Quan, Schaffer

1. **GUESTS PRESENT:** Debbie Meyer, Paul Clavelle, Kathryn Newman

The meeting started at 6:02 p.m.

2. **MOTION:** A motion was made to approve the February 7, 2017 agenda. The motion was seconded and unanimously approved.

3. **MOTION:** A motion was made to approve the Board meeting minutes for January 3, 2017. The motion was seconded and unanimously approved.

4. **ATTENDANCE REVIEW:**

The following Board member was excused from the February 7, 2017 Board meeting: Wasser. A motion was made to approve the attendance list. The motion was seconded and unanimously approved.

5. **Executive Director's Report:**

*Needs Assessment and Strategic Plan for FY 18-22:*

Basic overview and planning documents have been created and need to be discussed and finalized at today's meeting. Recommendation is to have Health Care Policy and Planning Workgroup as the Strategic Plan Steering Committee unless Board would like to create separate Committee for this project. Volunteers from the HCMHA Board are needed to help with conducting the focus groups. Key Informant Interviews will be conducted via Survey Monkey. The timeline for our Strategic Plan Development will be from February 2017 to April 2017.

The Board gave feedback and suggestions on the planning documents.

***Behavioral Health Learning Collaborative:***

The Behavioral Health Learning Collaborative Kick-Off Event is scheduled for February 10, 2017 from 8:30 to 10:30 a.m. for Providers. The County Executive, Health Officer, Roe Rodgers-

Bonaccorsy and I will be speakers. This event is to launch the new system development initiative for behavioral health providers in Howard County.

***HCMHA Public Awareness:***

A Draft of February 2017 HCMHA Online News will be sent to you by email. This publication will be sent out electronically on a monthly basis be available on our Website and Facebook page. A HCMHA Board member or staff member will be highlighted in each edition. Please sign up if you would like to be featured in the March 2017 edition. Also, guest writers will be featured from time to time including a youth blog. Please provide any constructive criticism that you would like to offer for this publication.

It was suggested that there should be a contest to “name the blog”. Hull will investigate putting a widget on the Office on Aging and Independence website.

***MABHA:***

Maryland Association of Behavioral Health Authorities has an updated website and the address is <https://www.marylandbehavioralhealth.org/>. This website offers opportunities for information sharing on training and conferences, promotion of our organization/services, and collaboration.

***General Assembly Session:***

The Mental Health Association Legislative Reception is scheduled for Wednesday, 2/8/17, from 4:30 to 8:00 p.m.

The General Assembly Session is underway. Information (per the Maryland Behavioral Health Coalition) on legislation relevant to behavioral health issues for 2017 is attached for your review.

**6. Financial Director’s Report:**

<b>Expenses through 12/31/16</b>	<b>Expenditure</b>	<b>Comments</b>
Admin Budget	\$177,886	
State General Funds	\$803,571	
Federal Block Grants	\$388,198	
Other Grants	\$812,752	
County Grants	\$210,000	MCT
	\$3,160	HCPD
	\$36,250	ED Follow Up
	\$20,666	OOHC
	\$0	LAA
Horizon/Crisis Beds	\$150,000	
Private Insurance Consultant	\$13,750	
Fee for Service	\$23,291,151	FY 16
	\$8,564,189	2nd quarter FY17

## **7. Standing Committee Reports**

### **a. Executive Committee:**

#### ***Needs Assessment and Strategic Plan:***

HCMHA Needs Assessment to develop FY 18-22 Strategic Plan was discussed. Madeline Morey highlighted the overview of the Needs Assessment Plan. She discussed the Key Informant Interview and Focus Group Questions. The collection of relevant raw data for the development of the data dashboard was discussed as well.

Follow up to meeting: The Goals and Objectives were reviewed at the Board meeting and suggestions were made for amendments.

***A motion was made to approve the FY18 Goals and Objectives as amended. The motion was seconded and unanimously approved.***

#### ***Behavioral Health Integration Committee:***

The BHIC will include the County Executive's Office, HCMHA, HCHD, HCGH, Horizon Foundation and other community stakeholders and will meet during March and April. Morey, Seybolt, and Liggett-Creel will represent HCMHA and Mouratidis will be an alternate member.

### **b. Health Care Policy and Planning:**

#### ***Privately Insured Access to Mental Health Consultant:***

One of the goals in the Behavioral Health Task Force is to improve access to mental health services for the privately insured. The Health Policy and Planning Committee met and discussed how the funding that the HCMHA was granted for this area would be used. Bob Goodwin had specific recommendations related to access to psychiatric care and offered to forward the information of at least one interested party. The group decided that a consultant would be contracted to complete a plan for this population by the end of FY 2017. The consultant would then implement the plan during FY 2018. Morey was asked to find out if the County funding could be used across both fiscal years. (Update: The County is allowing the funds to be spent over two years for the plan and implementation of the Plan. Morey has already drafted the Consultant Agreement and the Scope of Work was approved by the County. Morey sought three consultants and will be offering the contract by February 15, 2017 to the selected party).

### **c. Budget:**

#### **1. *Review Administration Expenses for December 2016:***

Expenditures were reviewed and were within budget.

#### **3. *Reviewed Y-T-D admin expenditures:***

Expenditures were reviewed and were within budget.

4. ***Reviewed Y-T-D expenditures for County and State and Federal grants:***

Expenditures were reviewed and were within budget.

5. ***Reviewed bank reconciliations:***

Bank reconciliations were reviewed and signed.

**d. Board Development Committee:**

The BDC met with County Executive's staff to discuss current Board Development issues. The County Executive's staff would like to increase Board membership to 20 this would mean that the composition would not comply with current policy for representation of 25% consumers, 25% family members, 25% professionals, and 25% at large members. The County has supplied five names of candidates to be considered. The BDC raised concerns that some of the potential candidates presented a conflict of interest and that there were no family members included. Filipczak asked for two volunteers to assist with interviewing.

**Comments from the Board:**

There will be a Twitter Storm on 2/10/17 from 1-3 on "Breaking Heroine's Grip".

8: Board adjourned at 7:51 p.m.

Minutes prepared by: Chris Schaffer

Reviewed and Approved by Board: \_\_\_\_\_  
Signature Date